

CBS Manager Meeting Minutes

Date: 3/10/05

Time: 11:00

Place: NOAA

Attendees:

Myrian Myer	(OFM)
Gordon Alston	
Patricia Jackson	
Bill Starr	
Teresa Coppelino	(NIST)
Scott Montgomery	
Wende Wiles	
Rosalee Lindsey	(NOAA)
Bill Holdsworth	
Candi Myers	
Jim Aikman	(Census)
Cathy Ayoob	
Tanya Booth	
Rich Bitner	
Ghee Tara	(EDA)

Key issues or topics addressed:

Central Contractor Registry (CCR): The CSC released the CCR code on February 14th. Census had a problem and needs the prior year de-obligation fix. CSC staff are working on security issues and reworks that were presented to GCE and we expect a late March/early April fix. Bureaus still can do validation.

- Functional CCR training will on March 22nd; technical training has been completed.
- We are setting up a CCR Executive Board to manage the CCR implantation and address/resolve issues. The CSC is awaiting participant names for some bureau.
- A contractor is developing a proposal for Phase III, control for disbursement and reports
- Bureau cross-servicing (live date) issues are still be addressed.
- CSC will test GCE scripts and deliver vendor files to bureaus.

CSTARS: The CSC is reviewing bureau comments on the CSTARS deployment plan. There will be a management demonstration on March 22nd. OCS in Springfield has the TIBCO development/testing environments but does not have production licenses yet. NIST is awaiting answer to their ORSI plan questions

224: 224 AR that NIST developed has been delivered. Four other ARs will be delivered next week.

CBS Manager Meeting Minutes

Prior Year Phase II: This software will be delivered at the end of March.

E-Travel: CSC staff are developing the request for proposal. We hope to start the design process this FY. NIST stated that they received verbal guidance on an April 2006 implementation.

Trial Table: The CSC sent out the functional requirements document. NIST and Census have sent comments to Karen McBride. Karen has been talking to NOAA about their comments.

The trial table enhancements are built on top of CCR and CSTARS and as such, bureaus must put CCR/CSTARS into production before implementing the trial table enhancement.

Funds Control: Karen McBride of the CSC is leading this effort. She plans to have a kickoff meeting within the next 2 weeks and have a functional requirements document by the end of April.

Mass Reclassification (the project formally known as Reorganization): This project will cover changing the fund, program, and project codes. There was a kickoff meeting last week and the next meeting is scheduled for March 16th. The CSC will be sending out a “rough” draft of the functional requirement and will send out the official draft by March 31. The CSC hopes to get a final draft out in early May with comments due by May 9th. Plans are to implement in early FY 2006.

Budget Execution: The CSC is working on the detailed level design and will schedule a walkthrough soon.

Financial Statements On-Top Adjustment: CSC staff will be starting this project soon

Financial Management Business Case: Paula Copeland will make a presentation to the working group on March 11 and to the CBS Executive Board on March 17.

Web Migration Business Case: Myrian Myer walked through the business case analysis and will lead a meeting this Monday to review the finding and hopefully reach a consensus on how to proceed. She will make a presentation she will make to the CBS Executive Board. Please see the attached document for details.

Enterprise Architecture:

CRS: Staff are trying to get program, project, and activity (PPA) information. We need to have finance people to talk to budget people to get the data.

MOUs with CSC: Bill Starr handed out the CSC procedures for handling MOUs with the bureaus and asked bureaus to submit all MOUs through Patricia Jackson.

CBS Manager Meeting Minutes

Other Items:

Census: Jim Aikman discussed the migration reference from CAMS to CBS in the system. The CSC has an AR to do a technical assessment to change the log-in screen.

Data warehouse access: Contractors have access to contract information. Is this a problem? If we want to restrict contractor access to data warehouse data, we would need an AR to define user roles and access level.

Jim asked about the status of the CSC ClearCase tool. The CSC is about 75% through the migration and as yet, we do not have a scheduled end-date due to resource constraints.

The CSC has TIBCO expertise. If a bureau needs some assistance, put in an AR and the CSC will set up a meeting. Myrian said it should be covered by the Accenture task.

EDA: EDA's migration to NOAA is active again (and per a reliable source, was never inactive).

NIST: The recovery audit is focusing on the disbursement process and NIST would like to get the Census scripts.

The KPMG audit next week and Teresa recommended that the bureaus share scripts.

Action Items

1. Patricia Jackson will identify who has been invited to the March 22nd management demonstration of CSTARS.
2. Patricia Jackson will check with Ken Pooton on the status of answers to NIST's questions on the ORSI plan.
3. Karen McBride will see if there are established implementation dates.
4. Last month, Bob Bair asked for bureau input for improvement and then the CSC will establish a time line and action plan for implementing the improvements. Once the CSC gets bureau ideas, we will address the cost impact on other CSC activities.

Dates of Next CBS Manager Meetings will be:

April 14th – Census
May 12th – EDA
June 9th – NIST
July 14th – CSC
August 11th - Census